

## UNITED STATES PATENT AND TRADEMARK OFFICE

COMMISSIONER FOR PATENTS  
UNITED STATES PATENT AND TRADEMARK OFFICE  
WASHINGTON, D.C. 20231  
www.uspto.gov

APPLICATION NUMBER	FILING/RECEIPT DATE	FIRST NAMED APPLICANT	ATTORNEY DOCKET NUMBER
00/079,920	02/20/2002	Steve D. Singleton	069253.00001

CONFIRMATION NO. 6483

## FORMALITIES LETTER



\*OC000000007824769\*

Michael J. Colitz, III  
Holland & Knight, LLP  
Suite 2300  
400 N. Ashley St.  
Tampa, FL 33602

Date Mailed: 04/08/2002

## NOTICE TO FILE MISSING PARTS OF NONPROVISIONAL APPLICATION

FILED UNDER 37 CFR 1.53(b)

## Filing Date Granted

An application number and filing date have been accorded to this application. The item(s) indicated below, however, are missing. Applicant is given **TWO MONTHS** from the date of this Notice within which to file all required items and pay any fees required below to avoid abandonment. Extensions of time may be obtained by filing a petition accompanied by the extension fee under the provisions of 37 CFR 1.136(a).

- The statutory basic filing fee is missing.  
*Applicant must submit \$ 740 to complete the basic filing fee for a non-small entity. If appropriate, applicant may make a written assertion of entitlement to small entity status and pay the small entity filing fee (37 CFR 1.27).*
- The oath or declaration is missing.  
*A properly signed oath or declaration in compliance with 37 CFR 1.63, identifying the application by the above Application Number and Filing Date, is required.*
- To avoid abandonment, a late filing fee or oath or declaration surcharge as set forth in 37 CFR 1.16(l) of \$130 for a non-small entity, must be submitted with the missing items identified in this letter.
- The balance due by applicant is \$ 870.

The application is informal since it does not comply with the regulations for the reason(s) indicated below.

The required item(s) identified below must be timely submitted to avoid abandonment:

- Substitute drawings in compliance with 37 CFR 1.84 because:
  - drawing sheets do not have the appropriate margin(s) (see 37 CFR 1.84(g)). Each sheet must include a top margin of at least 2.5 cm. (1 inch), a left side margin of at least 2.5 cm. (1 inch), a right side margin of at least 1.5 cm. ( 5/8 inch), and a bottom margin of at least 1.0 cm. (3/8 inch);
  - drawings have a line quality that is too light to be reproduced (weight of all lines and letters must be heavy enough to permit adequate reproduction) or text that is illegible (reference characters, sheet numbers, and view numbers must be plain and legible)

09/16/2002 WABDLR1 00000022 10079920

01 FC:201  
02 FC:205

370.00 OP  
65.00 OP

10079920-091302

- Numbers, letters, and reference characters must measure at least 0.32 cm (1/8 inch) in height.
- drawings contain excessive text. Suitable descriptive legends may be used, or may be required by the Examiner where necessary for understanding of the drawing but should contain as few words as possible ( see 37 CFR 1.84(o));

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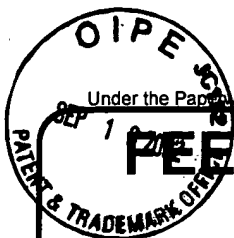
*A copy of this notice MUST be returned with the reply.*

*[Signature]*  
\_\_\_\_\_  
Customer Service Center

Initial Patent Examination Division (703) 308-1202

PART 2 - COPY TO BE RETURNED WITH RESPONSE

202510-02662001



Under the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number.

Approved for use through 10/31/2002. OMB 0851-0032  
U.S. Patent and Trademark Office; U.S. DEPARTMENT OF COMMERCE

PTO/SB/17 (10-01)

# FEE TRANSMITTAL for FY 2002

Patent fees are subject to annual revision.

TOTAL AMOUNT OF PAYMENT (\$ ) 935.00

## Complete if Known

Application Number	10/079,920
Filing Date	02/20/2002
First Named Inventor	Steve D. Singleton
Examiner Name	n/a
Group Art Unit	2632
Attorney Docket No.	069253.00001

## METHOD OF PAYMENT

1. ☒ The Commissioner is hereby authorized to charge indicated fees and credit any overpayments to:

Deposit Account Number: 50-1667  
Deposit Account Name: Holland & Knight LLP

☒ Charge Any Additional Fee Required Under 37 CFR 1.16 and 1.17

☒ Applicant claims small entity status. See 37 CFR 1.27

2. ☒ Payment Enclosed:

☒ Check ☐ Credit card ☐ Money Order ☐ Other

## FEE CALCULATION

### 1. BASIC FILING FEE

Large Entity Fee Code (\$)	Small Entity Fee Code (\$)	Fee Description	Fee Paid
101 740	201 370	Utility filing fee	370.00
106 330	206 165	Design filing fee	
107 510	207 255	Plant filing fee	
108 740	208 370	Reissue filing fee	
114 160	214 80	Provisional filing fee	

SUBTOTAL (1) (\$ ) 370.00

### 2. EXTRA CLAIM FEES

Total Claims:  -20\*\* =  X  =   
Independent Claims:  -3\*\* =  X  =   
Multiple Dependent:  =

Large Entity Fee Code (\$)	Small Entity Fee Code (\$)	Fee Description
103 18	203 9	Claims in excess of 20
102 84	202 42	Independent claims in excess of 3
104 280	204 140	Multiple dependent claim, if not paid
109 84	209 42	** Reissue independent claims over original patent
110 18	210 9	** Reissue claims in excess of 20 and over original patent

SUBTOTAL (2) (\$ )

\*\*or number previously paid, if greater; For Reissues, see above

## FEE CALCULATION (continued)

### 3. ADDITIONAL FEES

Large Entity Fee Code (\$)	Small Entity Fee Code (\$)	Fee Description	Fee Paid
105 130	205 65	Surcharge - late filing fee or oath	65.00
127 50	227 25	Surcharge - late provisional filing fee or cover sheet	
139 130	139 130	Non-English specification	
147 2,520	147 2,520	For filing a request for ex parte reexamination	
112 920*	112 920*	Requesting publication of SIR prior to Examiner action	
113 1,840*	113 1,840*	Requesting publication of SIR after Examiner action	
115 110	215 55	Extension for reply within first month	
116 400	216 200	Extension for reply within second month	
117 920	217 460	Extension for reply within third month	460.00
118 1,440	218 720	Extension for reply within fourth month	
128 1,960	228 980	Extension for reply within fifth month	
119 320	219 160	Notice of Appeal	
120 320	220 160	Filing a brief in support of an appeal	
121 280	221 140	Request for oral hearing	
138 1,510	138 1,510	Petition to institute a public use proceeding	
140 110	240 55	Petition to revive - unavoidable	
141 1,280	241 640	Petition to revive - unintentional	
142 1,280	242 640	Utility issue fee (or reissue)	
143 460	243 230	Design issue fee	
144 620	244 310	Plant issue fee	
122 130	122 130	Petitions to the Commissioner	
123 50	123 50	Processing fee under 37 CFR 1.17(q)	
126 180	126 180	Submission of Information Disclosure Stmt	
581 40	581 40	Recording each patent assignment per property (times number of properties)	40.00
146 740	246 370	Filing a submission after final rejection (37 CFR § 1.129(a))	
149 740	249 370	For each additional invention to be examined (37 CFR § 1.129(b))	
179 740	279 370	Request for Continued Examination (RCE)	
169 900	169 900	Request for expedited examination of a design application	

Other fee (specify) \_\_\_\_\_

\*Reduced by Basic Filing Fee Paid

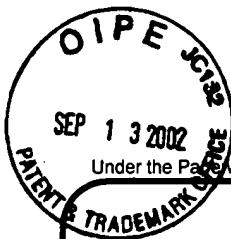
SUBTOTAL (3) (\$ ) 565.00

## SUBMITTED BY

Name (Print/Type)	Michael J. Colitz, III	Registration No. (Attorney/Agent)	37,010	Telephone	813-227-8500
Signature		Date	09/09/2002		

WARNING: Information on this form may become public. Credit card information should not be included on this form. Provide credit card information and authorization on PTO-2038.

Burden Hour Statement: This form is estimated to take 0.2 hours to complete. Time will vary depending upon the needs of the individual case. Any comments on the amount of time you are required to complete this form should be sent to the Chief Information Officer, U.S. Patent and Trademark Office, Washington, DC 20231. DO NOT SEND FEES OR COMPLETED FORMS TO THIS ADDRESS. SEND TO: Assistant Commissioner for Patents, Washington, DC 20231.



<b>TRANSMITTAL FORM</b>  (to be used for all correspondence after initial filing)	Application Number	10/079,920
	Filing Date	02/20/2002
	First Named Inventor	Steve D. Singleton
	Group Art Unit	2632
	Examiner Name	
Total Number of Pages in This Submission		Attorney Docket Number 069253.00001

ENCLOSURES (check all that apply)		
<input checked="" type="checkbox"/> Fee Transmittal Form	<input checked="" type="checkbox"/> Assignment Papers (for an Application)	<input type="checkbox"/> After Allowance Communication to Group
<input checked="" type="checkbox"/> Fee Attached	<input checked="" type="checkbox"/> Drawing(s)	<input type="checkbox"/> Appeal Communication to Board of Appeals and Interferences
<input type="checkbox"/> Amendment / Reply	<input type="checkbox"/> Licensing-related Papers	<input type="checkbox"/> Appeal Communication to Group (Appeal Notice, Brief, Reply Brief)
<input type="checkbox"/> After Final	<input type="checkbox"/> Petition	<input type="checkbox"/> Proprietary Information
<input type="checkbox"/> Affidavits/declaration(s)	<input type="checkbox"/> Petition to Convert to a Provisional Application	<input type="checkbox"/> Status Letter
<input checked="" type="checkbox"/> Extension of Time Request	<input checked="" type="checkbox"/> Power of Attorney, Revocation Change of Correspondence Address	<input checked="" type="checkbox"/> Other Enclosure(s) (please identify below):
<input type="checkbox"/> Express Abandonment Request	<input type="checkbox"/> Terminal Disclaimer	Cited References
<input checked="" type="checkbox"/> Information Disclosure Statement	<input type="checkbox"/> Request for Refund	Postcard
<input type="checkbox"/> Certified Copy of Priority Document(s)	<input type="checkbox"/> CD, Number of CD(s) _____	
<input checked="" type="checkbox"/> Response to Missing Parts/ Incomplete Application	Remarks	
<input checked="" type="checkbox"/> Response to Missing Parts under 37 CFR 1.52 or 1.53		

SIGNATURE OF APPLICANT, ATTORNEY, OR AGENT	
Firm or Individual name	Michael J. Colitz, III
Signature	
Date	09/09/2002

CERTIFICATE OF MAILING			
I hereby certify that this correspondence is being deposited with the United States Postal Service with sufficient postage as first class mail in an envelope addressed to: Commissioner for Patents, Washington, DC 20231 on this date: 9/9/02			
Typed or printed name	Michael J. Colitz, III		
Signature		Date	09/09/2002



IN THE UNITED STATES PATENT AND TRADEMARK OFFICE

APPLICANT(S): Steve D. Singleton  
SERIAL NUMBER: 10/079,920  
FILING DATE: February 20, 2002  
FOR: Asset Management System  
GROUP ART UNIT: 2632  
ATTORNEY DOCKET NO.: 069253.00001

Box MISSING PARTS  
Assistant Commissioner for Patents  
Washington, D.C. 20231

**RESPONSE TO NOTICE TO FILE MISSING  
PARTS OF NONPROVISIONAL APPLICATION**

In response to the Notice to File Missing Parts of Nonprovisional Application, mailed April 8, 2002, Applicant provides the following documentation:

- 1) Declaration and Power of Attorney For Patent Application;
- 2) Copy of the Notice to File Missing Parts of Nonprovisional Application;
- 3) Request for Three-Month Extension of Time;
- 4) Letter to Official Draftsperson with formal drawings;
- 5) Information Disclosure Statement with references;
- 6) Fee Transmittal (Form PTO/SB/17);
- 7) Transmittal Form (Form PTO/SB/21); and
- 8) Check in the amount of \$895.00 to cover the basic filing fee and surcharge fee.

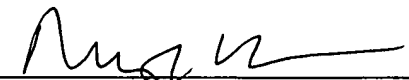
10079920-06925302

The Commissioner is hereby authorized to charge any additional fees which may be required at any time during the prosecution of this application without specific authorization, or credit any overpayment, to Deposit Account No. 50-1667.

By:   
Michael J. Colitz, III  
Registration No. 37,010  
Holland & Knight LLP  
Suite 2300  
400 North Ashley Drive  
Tampa, Florida 33602  
Telephone: 813/227-8500  
Facsimile: 813/229-0134

**CERTIFICATE OF MAILING**

I HEREBY CERTIFY that the foregoing Response to Notice to File Missing Parts of Nonprovisional Application was placed in an envelope and mailed via First Class Mail, postage prepaid to: Assistant Commissioner for Patents, Washington, D.C. 20231 on this the 9<sup>th</sup> day of September, 2002.

  
Michael J. Colitz, III



IN THE UNITED STATES PATENT AND TRADEMARK OFFICE

APPLICANT(S): Steve D. Singleton  
SERIAL NUMBER: 10/079,920  
FILING DATE: February 20, 2002  
FOR: Asset Management System  
GROUP ART UNIT: 2632  
ATTORNEY DOCKET NO.: 069253.00001

Box MISSING PARTS  
Assistant Commissioner for Patents  
Washington, D.C. 20231

LETTER TO THE OFFICIAL DRAFTSPERSON

Sir:

Enclosed herewith for filing are seventeen (17) sheets of formal drawings and two additional copies thereof illustrating Figs. 1-19 of the subject application in response to the Notice to File Missing Parts of Nonprovisional Application mailed in the above-referenced patent application.

Respectfully submitted,

Michael J. Colitz, III  
Registration No. 37,010  
HOLLAND & KNIGHT LLP  
Suite 2300  
400 N. Ashley Drive  
Tampa, Florida 33602  
Telephone: 813/227-8500  
Facsimile: 813/229-0134  
Attorneys for Applicant

10079920-02652001



CERTIFICATE OF MAILING

I HEREBY CERTIFY that the foregoing Letter to the Official

Draftsperson along with 17 sheets of formal drawings was placed in an envelope and mailed via U.S. First Class Mail, postage prepaid to: Box: Missing Parts, Assistant Commissioner for Patents, Washington, D.C. 20231, on this the 9<sup>th</sup> day of September, 2002.

The Commissioner is hereby authorized to charge any additional fees which may be required at any time during the prosecution of this application without specific authorization, or credit any overpayment, to Deposit Account Number 50-1667.

  
Michael J. Colitz, III

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